

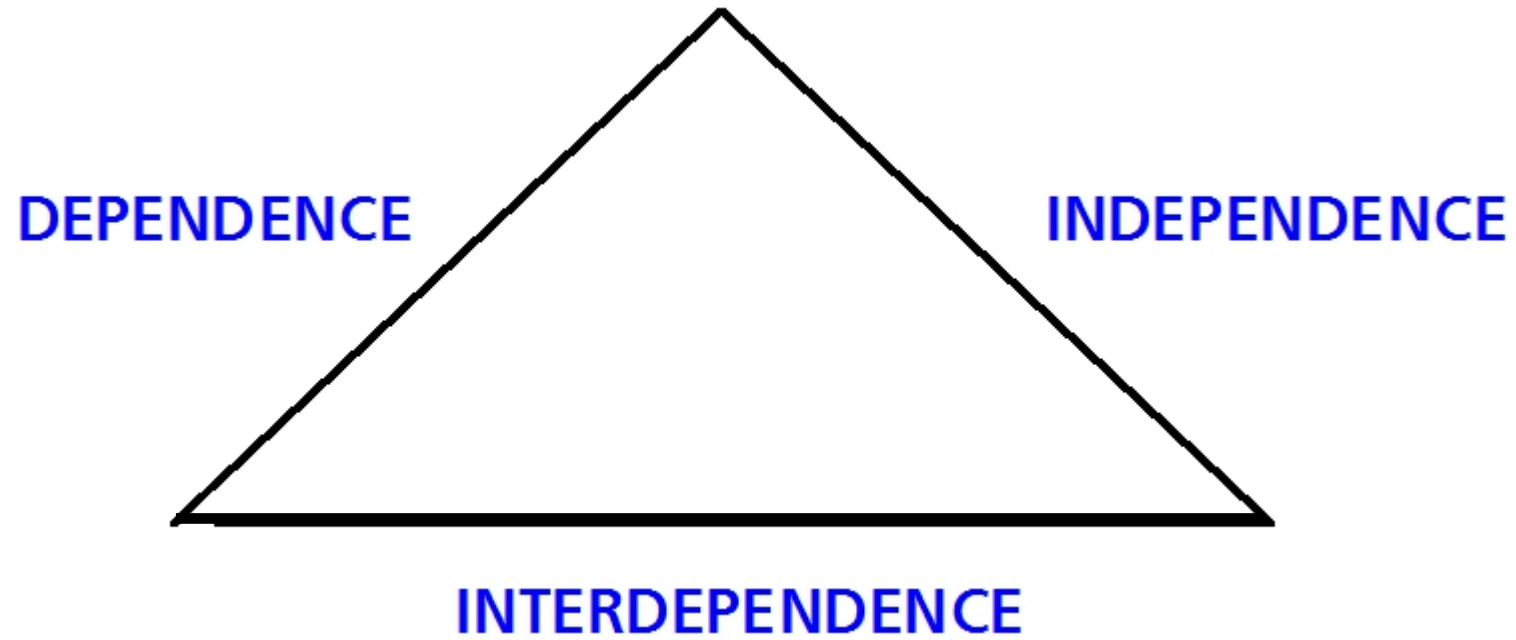


Teamwork









A team of autonomous and interdependent individuals collaborating to accomplish a shared objective in the most efficient and effective way.



Teamwork Facts:

**The 2nd skill that predict
success in professional life**



Teamwork Facts:

**%54of employees remained
with their organizations due
to a sense of belonging to a
team and the presence of
other opportunities.
like**



Teamwork Facts:

Being a member of a unified team enhances productivity .20%by a minimum of



Teamwork Facts:

**Collaborating within a team
is a factor that expands
opportunities for personal
advancement and progress.**



Fundamentals of teamwork skills

**Collaborative
Mindset for Mutual
Benefit**



**Personal
mindset**

Fundamentals of teamwork skills

An individual who has not smiled or engaged much with others for several days.

Someone agreed to send you something helpful but failed to follow through.

Someone has expressed disagreement with a suggestion you proposed for the upcoming period.

**Developed undiagnosed
mentality**



**Conspiracy mindset
Drama mindset**

**Fundamentals
of teamwork
skills**

**Collaborative
Mindset for Mutual
Benefit**



**Personal
mindset**

Fundamentals of teamwork skills

**An attitude that
values and honors
.diversity**



single-mindedness

**Developed
undiagnosed
mentality**



Conspiracy mindset

**Collaborative
Mindset for
Mutual Benefit**



**Personal
mindset**

**Which
one of
them?**



Significant individuals

Significant individuals

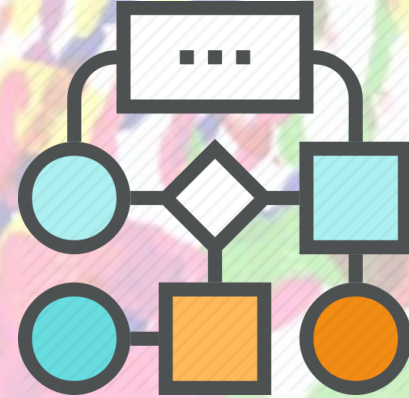
الأنماط الأربعة للشخصيات



Action Oriented
التنفيذية



People Oriented
المتفاعلة مع الناس



Process Oriented
المرتبة والتنظيمية



Ideas Oriented
المبتكرة والمبدعة

Power and value addition

- Highly concentrated and specific.
- Their objectives are evident .
- They aim for ongoing achievement and success .
- Practical
- Achievers
- Simple and swift adaptation
- They possess mental fortitude.
- Their concise and informative discussion

Challenges and Hazards

- They may be dry and severe.
- They might overlook individuals' particulars while prioritizing outcomes and objectives.
- They may not inspire others until they reach their objectives.
- Omitting details and proper preparation for the sake of speed can impact quality and resources .
- They exhibit impatience with other categories, and their rapid pace can be draining for those in their vicinity.

Individuals engaging with others:

Power and value addition	Challenges and Hazards
<ul style="list-style-type: none">• They foster team camaraderie.• They exhibit higher emotional intelligence compared to other categories.• They possess a strong motivation skill.• They ensure everyone feels acknowledged and valued.	<ul style="list-style-type: none">• Establishing the groundwork with firmness and decisiveness .• Taking things personally• Being excessively influenced by external perceptions• grudge• Absence of objectivity and bias .

Organized people:

Power and value addition

- Stronger than the preparer
- The most strategic planner
- Organizers
- Quality is of importance to them.
- Their methodology is scientific and systematic.
- They are dependable .

Challenges and Hazards

- They might be rigid, prioritizing plans over objectives .
- Current requirements
- Confusion may arise in the event of unexpected occurrences.
- Impatient and unappreciative of other varieties.
- They might appear aloof and indifferent to the human aspect.
- Highly self-critical and inept at handling mistakes.
- Implementation may be delayed for an extended period.
- Their high standards may be frustrating and discouraging to others.

Creators and innovators:

Power and value addition

- Their production is consistently distinctive and varied.
- They consistently innovate.
- They address issues innovatively.
- Their innovative nature enables them to swiftly adjust to new developments.
- They consistently cultivate an ambiance of suspense.

Challenges and Hazards

- Creativity and innovation may have a greater influence on them than value.
- Their creativity can occasionally render them impractical.
- They might not integrate well with other styles.
- Adhering to all regulations may prove challenging for them.
- They require a balance between innovation and execution.
- Indecisive

To communicate with executives

- Be clear.
- Specify your desires clearly.
- Be concise.
- Demonstrate the ultimate objective to them.

To communicate with individuals who engage with
.others

- Be friendly.
- Avoid direct engagement with the topic.
- Demonstrate the interactive aspect.
- Pay attention to gratitude and ethical considerations.

To communicate with individuals who
.engage with others

- Be concise.
- Provide comprehensive information to them.
- Provide them with sufficient time and space for contemplation.
- Ensure the quality.

To engage with creators and innovators:

- Avoid stereotyping.
- Avoid being prescriptive; engage individuals and solicit their input.
- Allow them room for time and contemplation .

The three fundamental pillars of teamwork skills

**An attitude that values
and honors diversity**



single-mindedness

**Developed
undiagnosed
mentality**



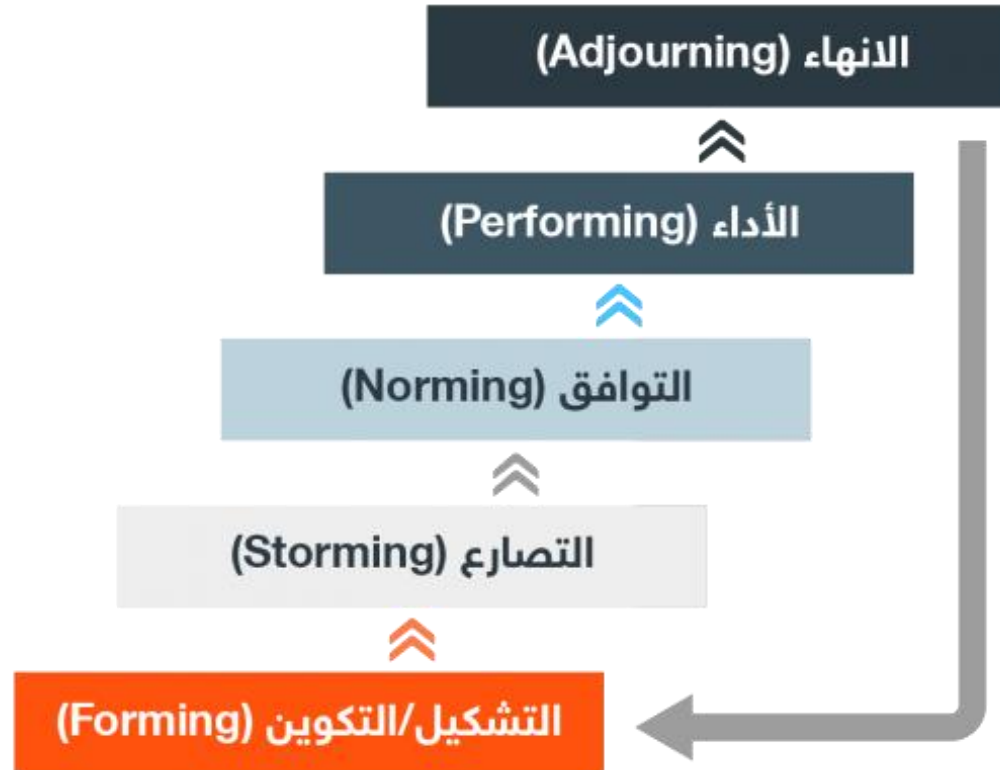
Conspiracy mindset

**Collaborative Mindset
for Mutual Benefit**



**Personal
mindset**

مراحل تكوين الفريق:





Practical guidelines

Documentation

Defined roles and
expectations

Digital tools for teamwork

Benefits of Remote Work:

- More content employees, increased productivity.
- Remote meetings are more time-efficient and effective.
- It provides employees with the chance to showcase their leadership skills through increased autonomy and accountability.
- Employees are motivated to exert effort in order to uphold the necessary flexibility.
- Maintaining a healthy work-life balance.
- Utilize Collaborative Tools - Collaborating has become more accessible and user-friendly than in the past.

Negatives of remote work :

- Feeling isolated among colleagues weakens team unity.
- Building team momentum is challenging due to inadequate communication among team members.
- Engaging the team and fostering enthusiasm to enhance productivity can be challenging.
- Inadequate communication among team members results in information loss and decreased productivity.

Digital tools for teamwork

- Google Workspace



- Microsoft Team



- Slack

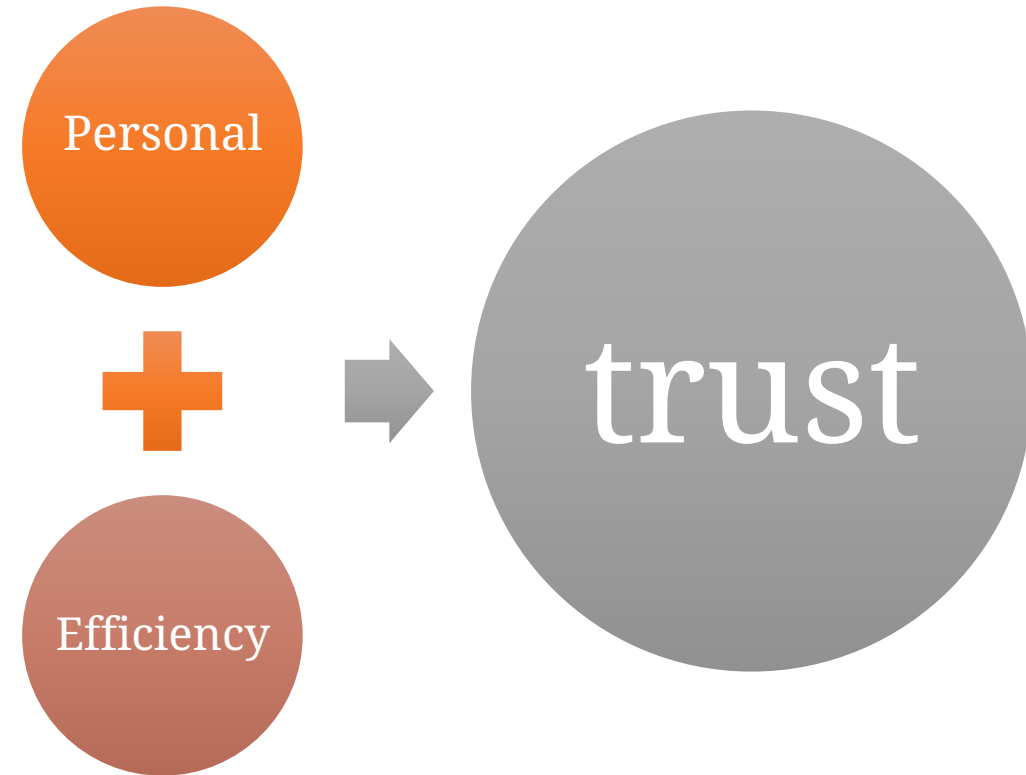


تذكر دائما ..

ان ما يجمع العلاقات و يحفظها هي الثقة

براین تراسی

The Work Trust Equation:



Dealing with different cultures



The third pillar:



interface
INCORPORATED

Generation of the sixties and
seventies

s 80

Millennial
generation

female
doctor

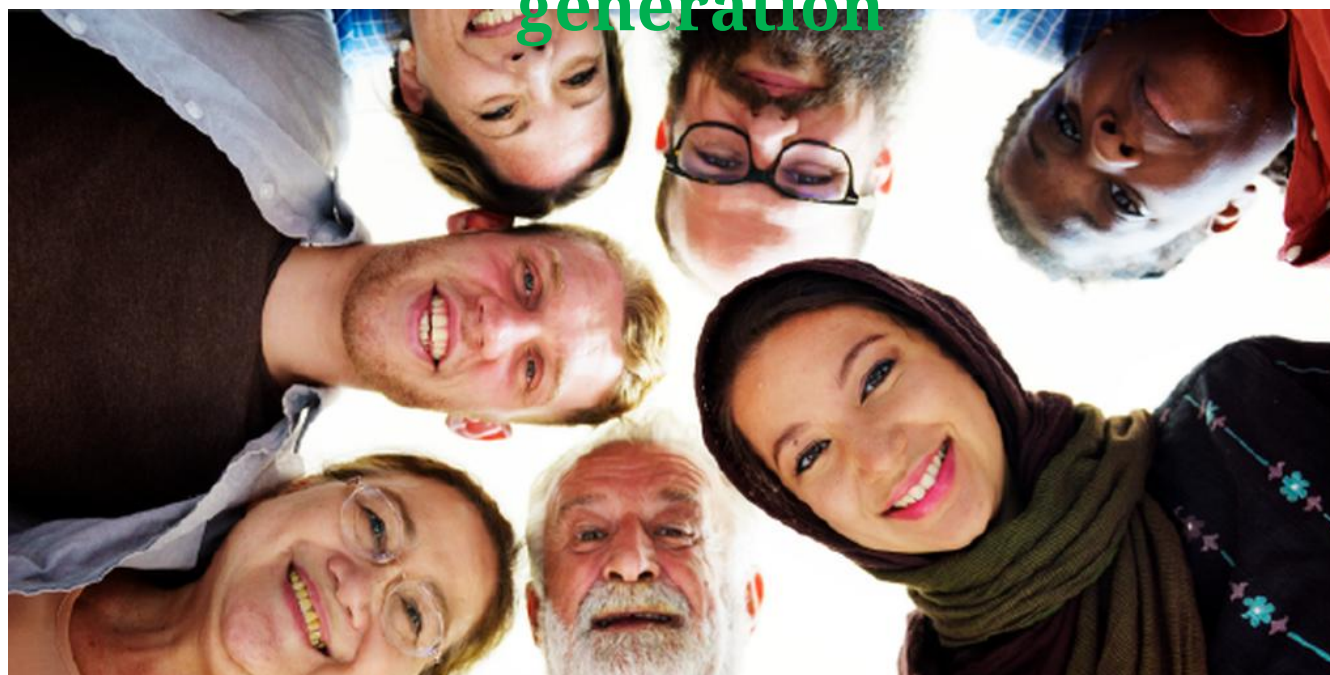
Engineer
sales

man

set

Alexandria

Cairo
Sinai



English Indian Egyptian

Azhar
University

governmental
university

private
university

What is culture?

Culture is the behaviors, beliefs, opinions, feelings, and values of a particular group, which may be social, ethnic, or age-related, and it also includes differences in personalities .

Culture is the perspective through which a person or group views what is right and wrong, acceptable and unacceptable .

:passwords



stereotyping



**Acceptance and
respect**



I am the best



**openness and
acceptance**

scientific fact:

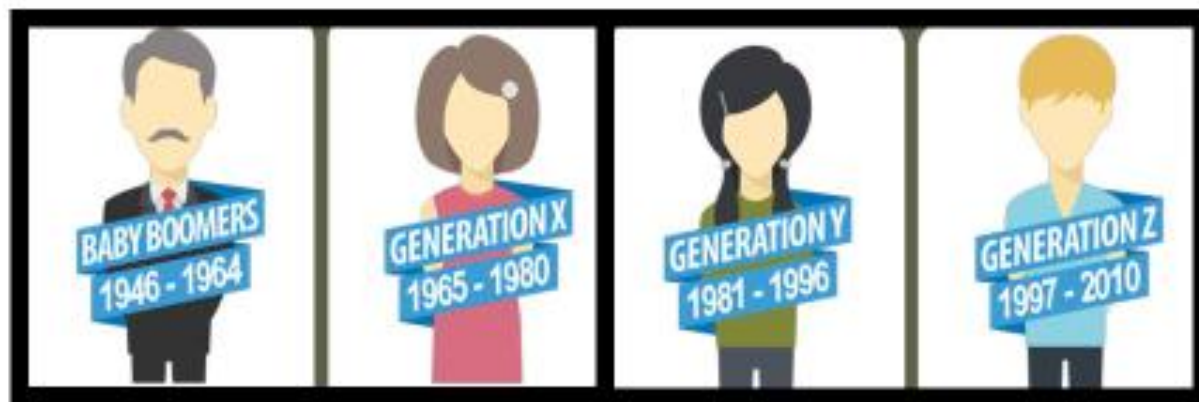
Teams made up of members from diverse backgrounds (gender, age, ethnicity, etc.) are up to 35% more creative and perform better.

McKinsey & Company



اختلاف الأجيال:

الصورة النمطية:



تقليديين,
مش يحبوا التطوير

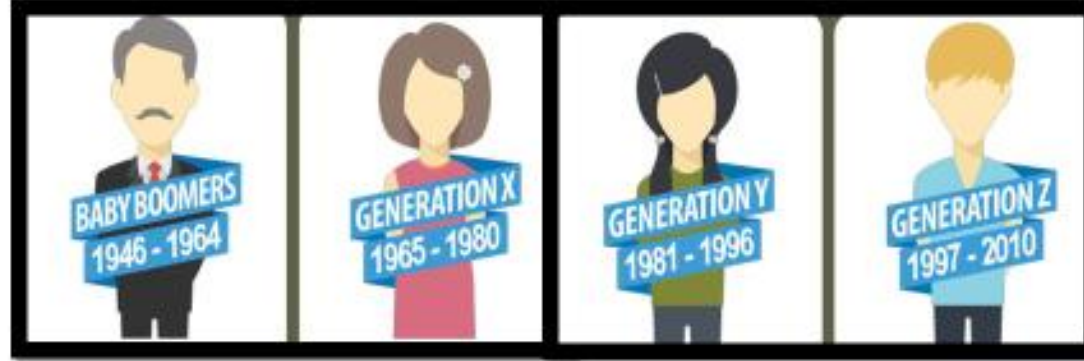
كثيرى النقد و لا يجيدوا
العمل فى فريق

احساس بالأحقية
و كسولين

متشككين, ساخرين,
بلا ولاء

اختلاف الأجيال:

القوة و القيمة المضافة:



الأكثر التزاما و اجتهادا
يجيدوا العمل في فريق
مرشدين رانعين للأصغر سنا

70% من المؤسسات
تعتبرهم الجيل الأقوى
الأكثر قدرة على عمل
توازن بين الحياة و العمل

الأكثر استقلالية و أقل
اعتمادية
الأكثر اهتماما بالحقوق و
المسؤولية المجتمعية

الأكثر الماما بالتكنولوجيا
و التواكب معها
ذوى طابع ريادي مقبل
على التجربة و المخاطرة
الأكثر قدرة على القيام
بمهام متعددة

Contact with different cultures

difference of cultures

They can't
stand it

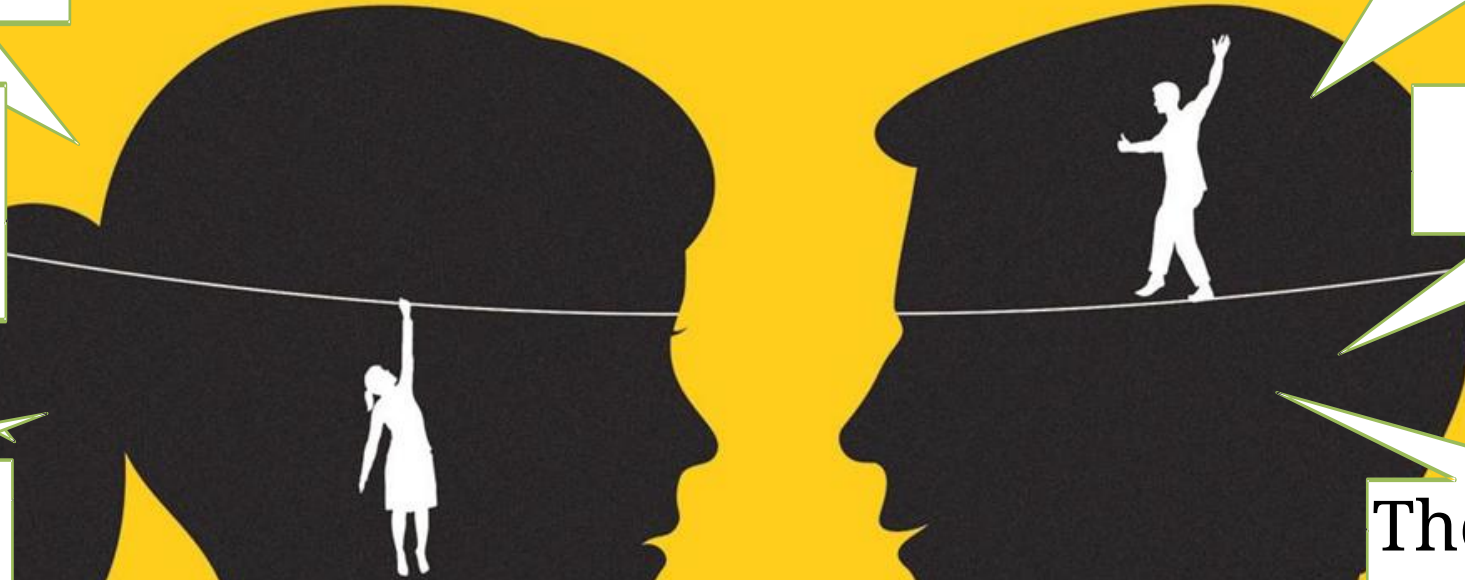
Emotional
and Dharma

They don't do
.heavy work

Picrotoa

Inhuman

They don't care
about the
details



Remember:

- Self-esteem, respect and confidence
- Communication styles: assertive, friendly, non-negative and non-violent (I deserve it and you deserve it)
- Focus on added value, not difference and disagreement.



**The deepest need in human nature is the need for
.appreciation**

Albert Schweitzer



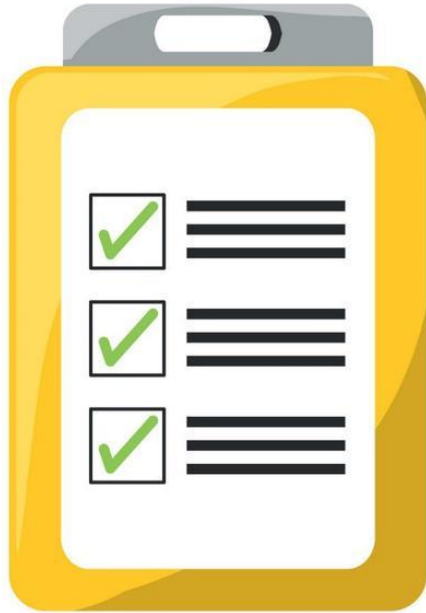
Problem solving skills

The number one skill on the list of required personal
2021 skills
2021 GLOBAL Trends Report

%60of managers believe that most people entering the workforce lack problem-solving abilities –making it the most scarce and missing skill.

Payscale

Goal or list?



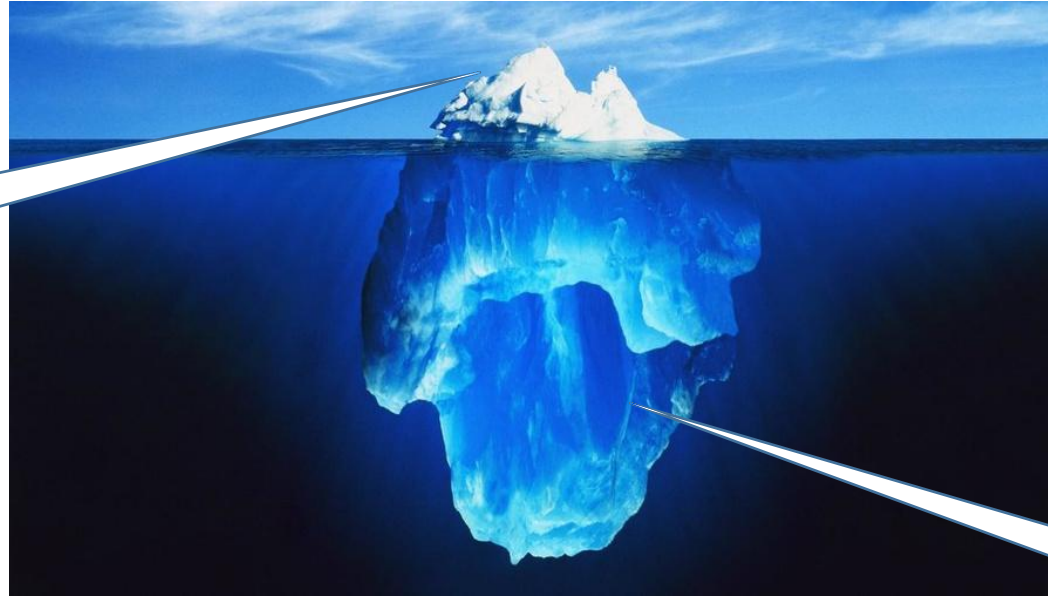


way of thinking



tools

Tools or behaviors



**Essence
and surface**

way of thinking

Share with us

Every skill in the world has two things:



Believing



muscle

What's your
problem?



way of thinking



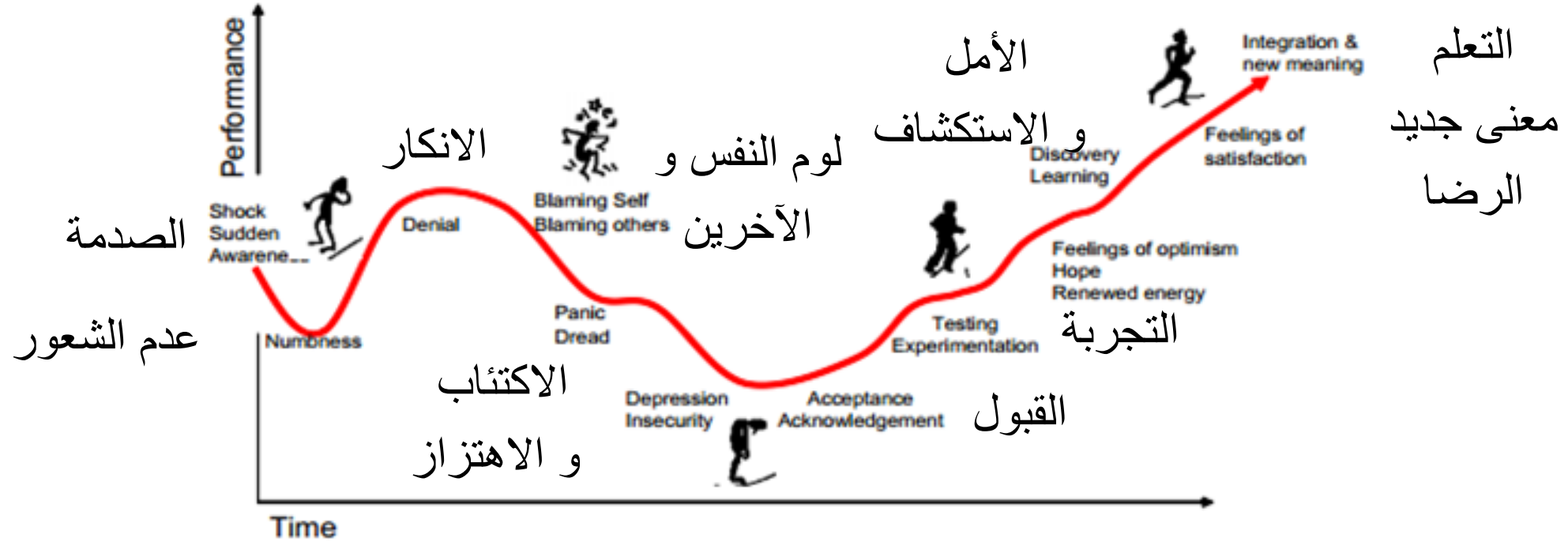
tools



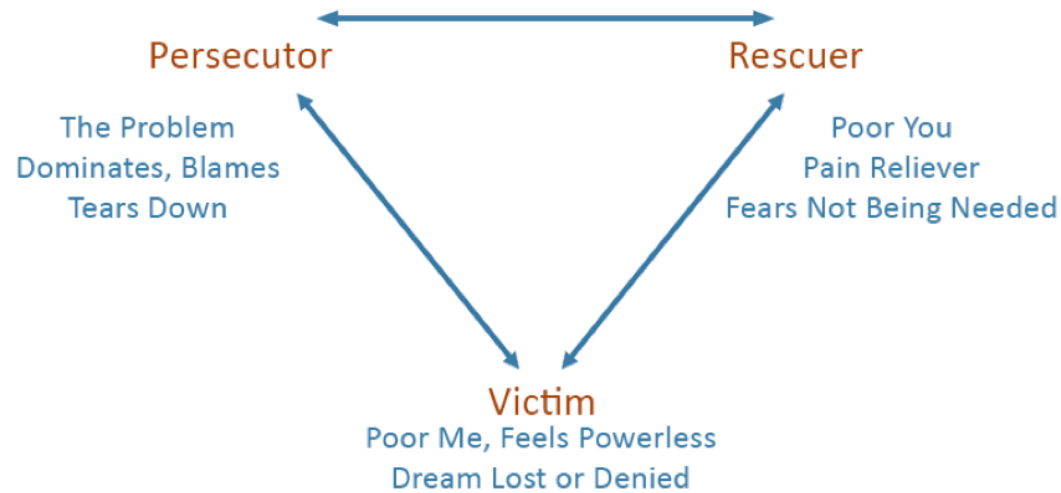
Problem Focused

Victim **or** Solution Focused
warrior?

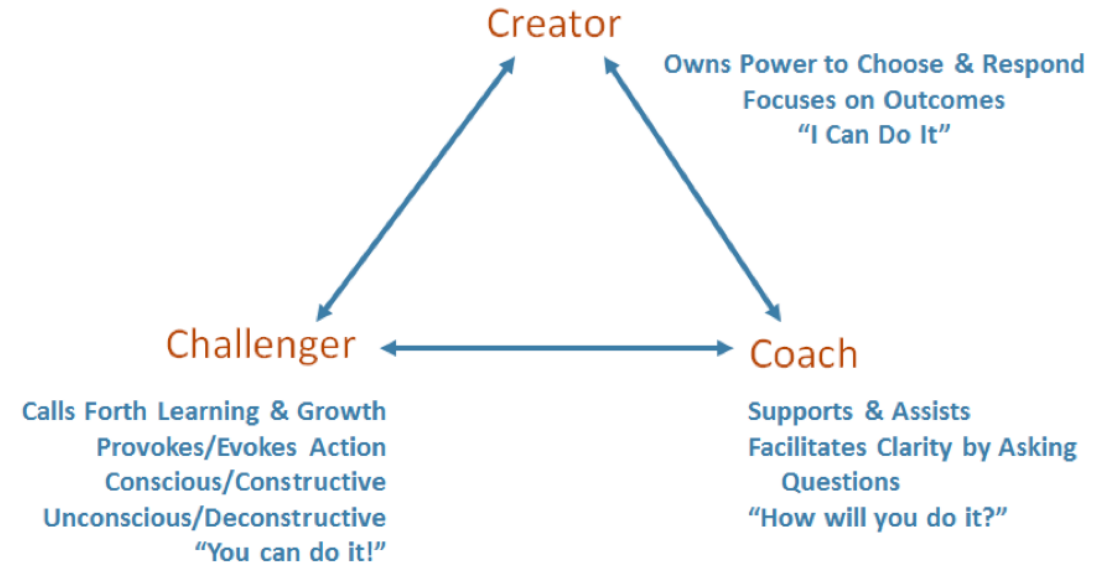




DDT: THE DREADED DRAMA TRIANGLE™ (KARPMAN DRAMA TRIANGLE)



TED* (*THE EMPOWERMENT DYNAMIC)™



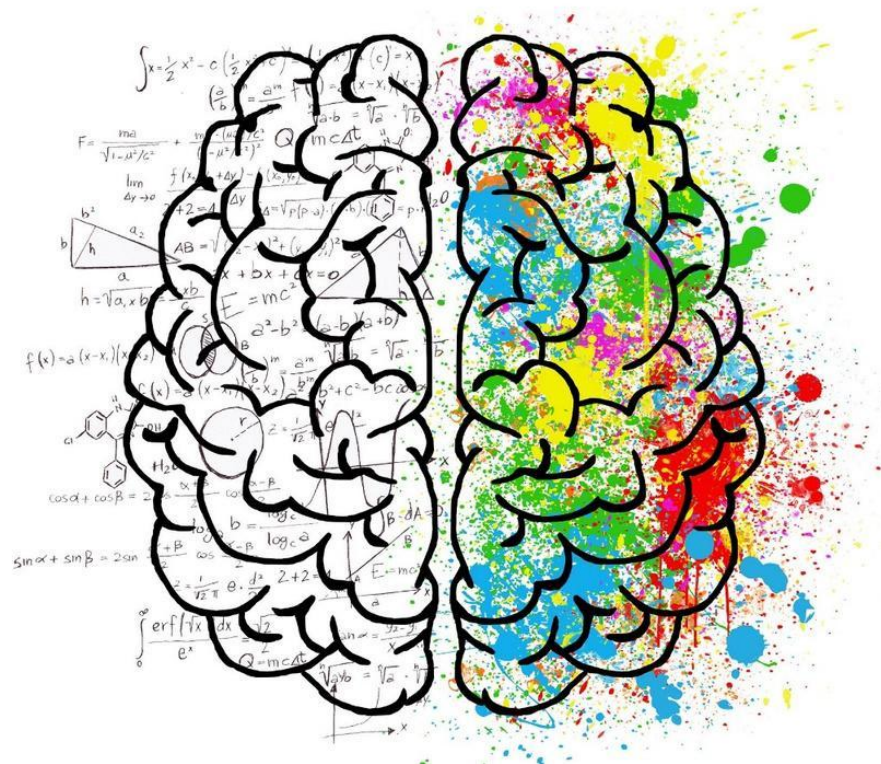
Give

Analysis

Logic

the accounts

the
time



creativity

Feeling

Adventure

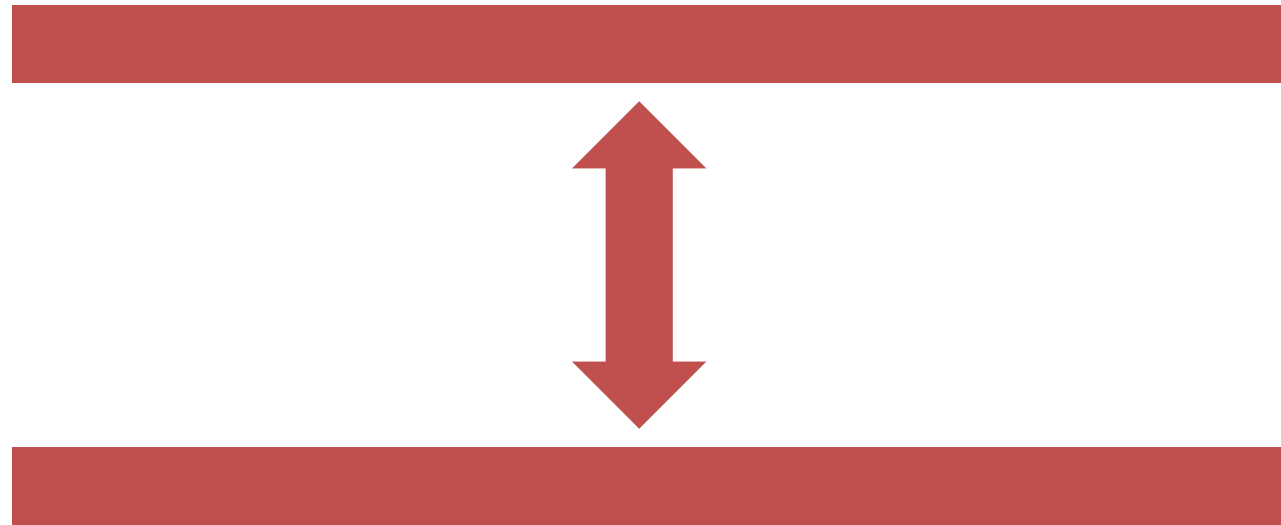
Imagin
ation

How is the
problem formed?



Individual Activity 1



the
problem



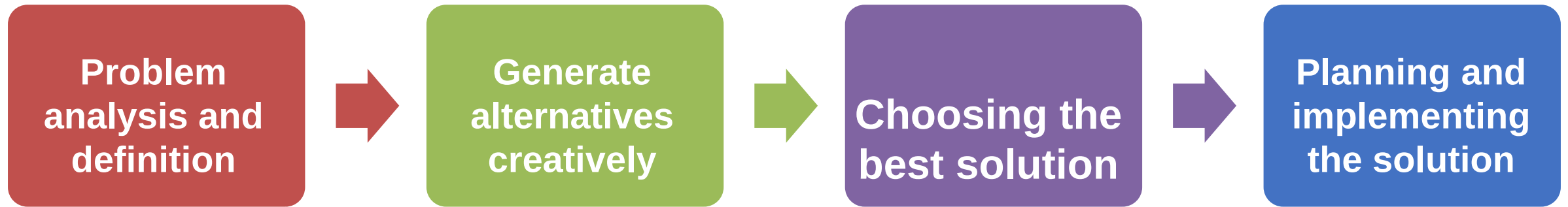
the problem



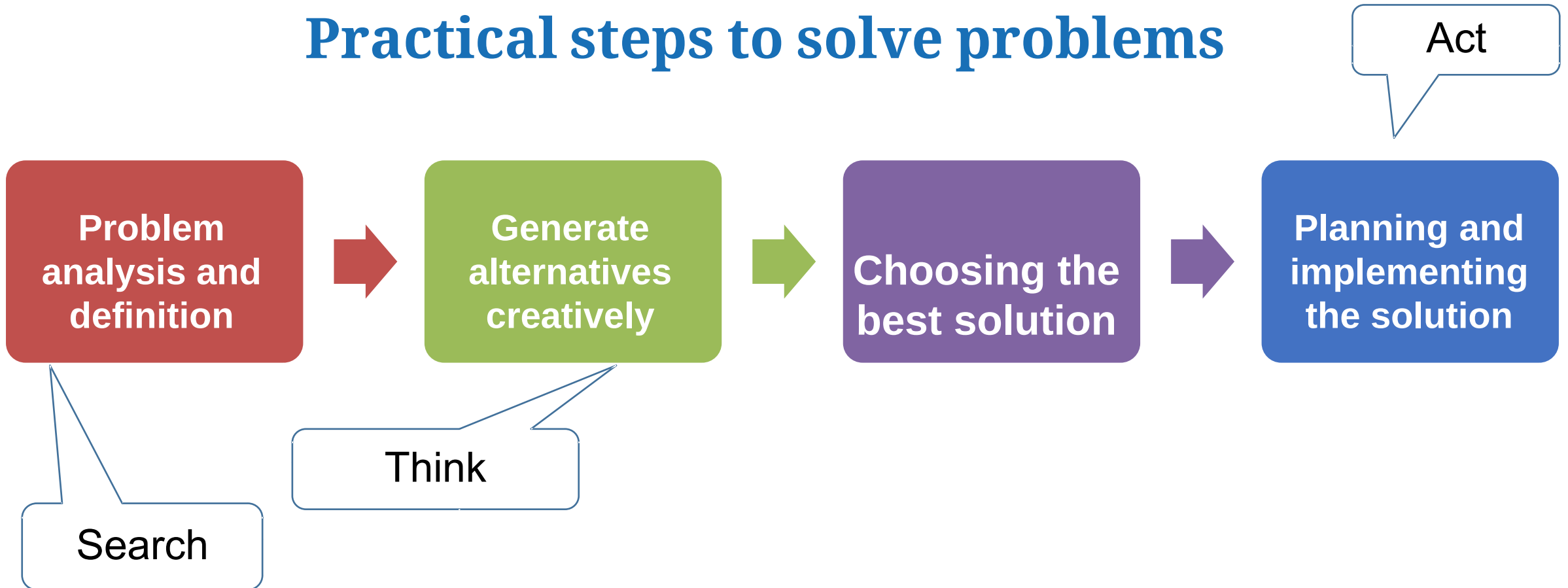
Gap between the current state and
the desired state



Practical steps to solve problems



Practical steps to solve problems



1Step

Problem analysis and definition



A well defined problem
is a half solved
.problem

Charles Kettering

the problem:

**Write down what the problem is, when it happens, where it happens,
when you expect it to happen again, etc.**

the reasons

**Things that cause the
problem**

Symptoms

**A symptom is a manifestation of
the problem but not the cause
(things that help you realize
there is a problem)**



-1 Analysis and definition of the problem:

Describe the current situation and desired outcomes.



**Don't focus on the
.solution**



**Specific details to help
.focus**



**clear written
formula**



-2The Five Whys Technique

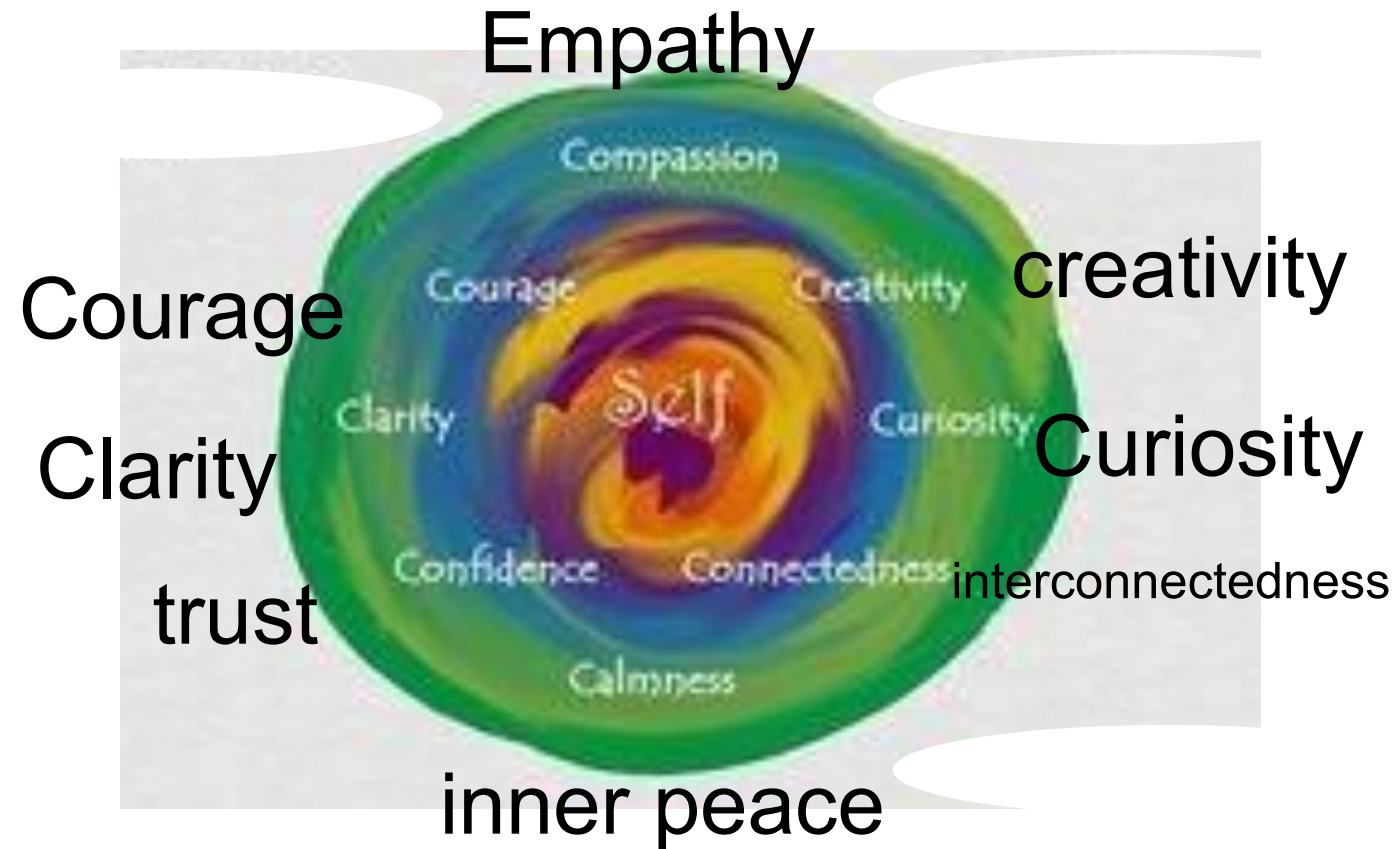
- Ask yourself "why" 5 times
- the use
 - Understand the real problem
 - Separating symptoms from the real problem

Couple activity 1



Practical steps to solve problems







Brainstorming sessions and their rules

Encourage participants to build on others' opinions.

No criticism- no evaluation-
No judgments

The problem must be clearly defined.

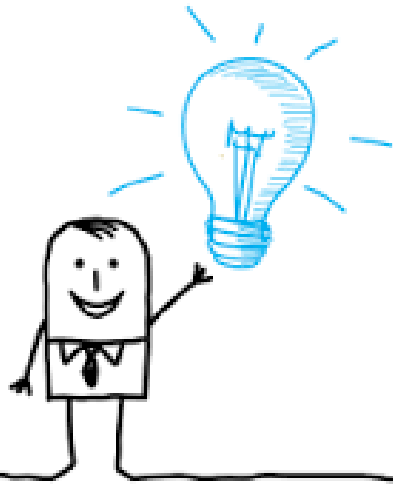
Assign someone to record ideas.

Everyone is asked to participate.

Quantity is better than quality

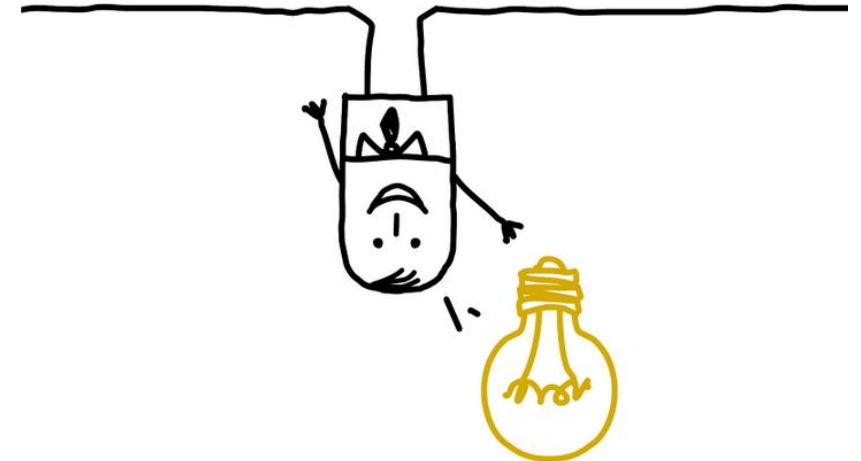
Mentioned over time

Record the words used exactly.



**Creative
thinking**

**Critical
thinking**





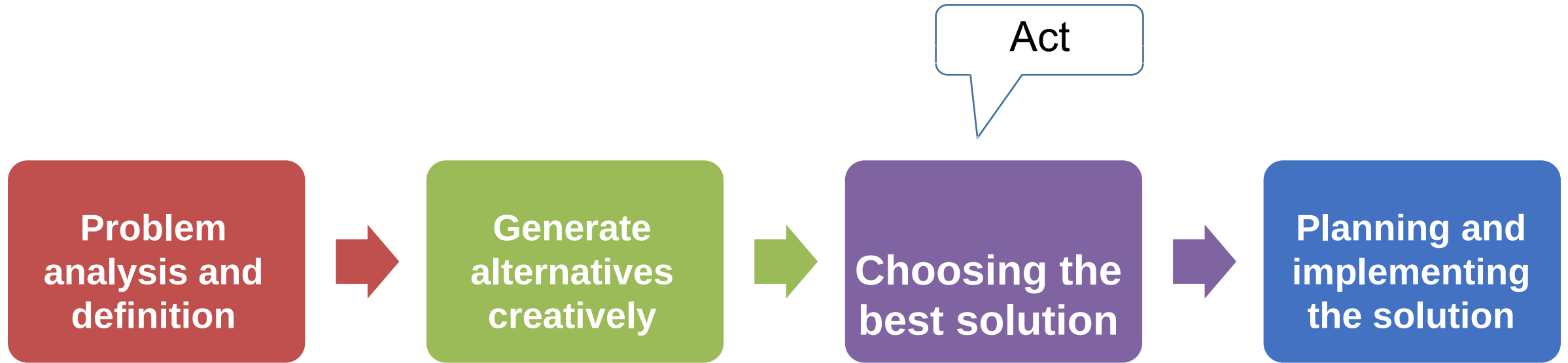
idea

تعريف الابداع

• **لغويا:** مصدر أَبْدَعَ وهو الإتيانُ بِشَيْءٍ لَا نَظِيرَ لَهُ ، فِيهِ جَوْدَةٌ وَإِتْقَانٌ.

• **اصطلاحا:** هو القدرة على إنتاج الأفكار الأصيلة والحلول باستخدام التخيلات والتصورات مثلما يشير إلى القدرة على اكتشاف ما هو جديد وإعطاء معاني للأفكار .

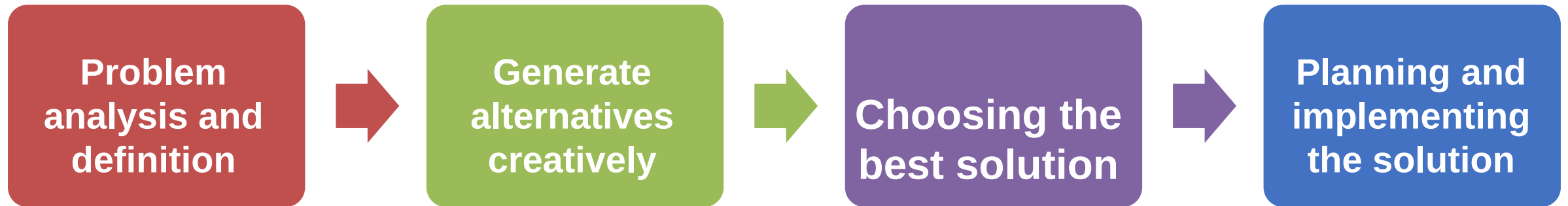
Practical steps to solve problems



The most important factor for effective decision making?

Decision making criteria

Practical steps to solve problems



Stakeholder Informing and Engaging - RACI Analysis

1

R = Responsible •
A = Accountable •
C = Consulted •
I = Informed •



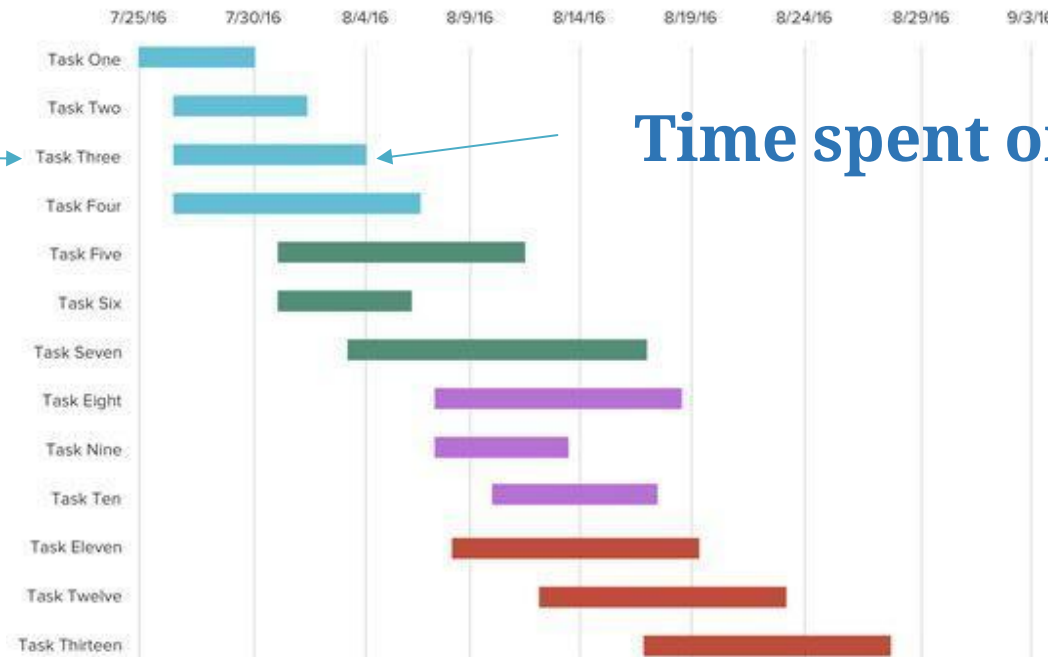
This analysis is very important to involve every party involved in the decision taken, who is responsible for it and to what degree. This is done according to...

This way, every concerned party will be interested in the decision attributed to him and will rarely object to it.

Using GANTT Chart to Create and Implement a Business Plan

2

task or decision →



Time spent on task



Victim or warrior?

Whoever wants to
...know
and
unappreciated



Solution Focused



Thank you